



The Grange School and Sports College

'Participate – Perform – Progress'



Governors Full Governing Body Meeting
 Quorum for the meeting = 7 governors – achieved.

Date: 23rd September 2009
 18:00 in the school library

ITEM NO	AGENDA	DISCUSSION/DECISIONS/ACTION	BY WHOM	BY WHEN
09/10-1	Item 1: Election of Chair and Vice Chair	Nominations for Chair had previously been sought. Jane Dean was nominated as Chair for the academic year 2009-10 – this was proposed by SPe, seconded by PBs and carried by a unanimous vote. Nominations for Vice Chair had previously been sought. Pat Brookes and Alan Hayes were nominated as Vice Chair for the academic year 2009-10. It was agreed that they would act as joint Vice Chair. This was proposed by PRe, seconded by HPr and carried by a unanimous vote.		
	Item 1.2: Welcome and Those Present	JDn welcomed Chris Skidmore (LA Conservative Governor) and Kirstie Lane (prospective Parent Governor) to the meeting. Present: Jane Dean (JDn) – Chair, Helen Potter (HPr), Peter Rowe (PRe), Esther Godwin (EGn), Pat Brookes (PBs), Chris Skidmore (CSe), Steve Cook (SCK) – Head, Kath Wilson (KWn), Stephanie Payne (SPe), Patrick Brunnock (Pbk) In Attendance: Andrea Thomas (ATs), James Evans (JEs), John Allister (JAr), Rudi Manteghi (RMi), Lynn Whitfield (LWd), Jan Abbott (JAt) – Clerk, Kirstie Lane (KLe) - Guest		
	Item 1.3: Declarations of Pecuniary Interest	There were no declarations of pecuniary interest or conflicts of interest. The annual Register of Pecuniary Interests was completed and handed to LWd.		
09/10-2	Item 2: Apologies for Absence/Those Not in Attendance.	Apologies were received and accepted from: Colleen Cleevely (CCy), Richard James (RJs), Alan Hayes (AHs). Absent: Lloyd Pickup (LPP).		
09/10-3	Item 3: Presentation	The Disciplinary System – by PBk. A paper copy of the presentation is filed with the minutes. The meeting asked the		

		following questions: Is the system working? Yes, the school's fixed term exclusions are very low. Is bullying tackled within the disciplinary system? The school has a separate Bullying Policy in place (this was discussed). Does the Bullying Policy work? Yes – OFSTED comment said that bullying was rare in the school, but when it did occur, was dealt with. PBs informed governors that following recent resignations there was a need for volunteers for the Disciplinary Panel – and anyone interested should give their name to SPe. ATs asked that the vacancy of Attendance Governor should be filled.	All	asap
09/10-4	Item 4: Notification of Any Other Business	There were no items of AOB.		
09/10-5	Item 5: Minutes of the FGB Meeting held 15/07/09	The minutes of the FGB Meeting held 15 th July 2009 were agreed to be a correct record and signed.		
09/10-6	Item 6: Matters Arising from FGB Meeting held 15/07/09			
	Item 6.1	08/09-59 7.1 Governor Vacancies: There are currently 2 Parent Governor vacancies and 2 LA Governor vacancies. JAt to send letter asking for parent nominations and to contact Governor Development re: LA vacancies.	JAt	asap
	Item 6.2	08/09-59 7.5 School Website: Clerk's training on the school website has still not taken place – due to happen soon.	JAt	asap
	Item 6.3	08/09-62 10 School Profile: It is still not possible to get access to the site to update the School Profile due to a technical difficulty beyond the control of the school.	SCK	asap
	Item 6.4	08/09-65 13 Safeguarding Audit: A date for the audit has been arranged and will be complete by 31 st October 2009.	HPr	31.10.09
09/10-7	Item 7: Headteacher's Report	The Headteacher's Report was previously circulated. A copy is filed with the minutes. SCK reported that the school had had the best set of exam results ever, this was the second significant rise in 3 years. A breakdown of the exam results would be presented at the next CL&T meeting. SCK highlighted the new measures to improve results at Post-16 including a mentoring scheme similar to		

		<p>that used with success on Yr 11 students. SCK informed the meeting of low attendance at the recent Open Evening – this was due to an administrative error by the LA, which led to the dates of all Open Evenings not being released until after the date of the evening at The Grange. This was being overcome by taking out advertisements in the local press, inviting prospective parents to extra open tours of the school. SCK expressed concern that this could potentially affect student numbers next year.</p> <p>Current Yr 11 have started the “Countdown to Success” - which was very successful last year as 70% of those mentored achieved 5 A*-C.</p> <p>Building work – the school will be installing CCTV cameras in some areas including the staff car park. The boilers have now been fixed, but the company left considerable damage and mess to the work area and were being asked to rectify this.</p> <p>SCK was pleased to announce that the netball courts were in use again.</p> <p>SCK handed out draft copies of the SIP overview – which he asked governors for comments on by email.</p>		
09/10-8	Item 8: Presentation	<p>The New OFSTED Framework – by SCK. A paper copy of the presentation is filed with the minutes. SCK outlined the main changes affecting the school such as 'no notice' monitoring visits where the school would be notified of an inspection during a 4-week period, then receive 30 mins notice of a visit on the day. This would be for one inspector for one day. The inspector would look at how the school had progressed since the last inspection in particular areas of poor performance – such the Post-16 results. The school would need evidence of sustainable improvement – which SCK was confident would be in place. SCK advised that the role of the governor was increased in the new framework and that Link Governor visits would be very important. Committee Chairs</p>	All	asap

		were asked to discuss this further within their Committee Meetings.	Committee Chairs	At 1 st Committee Meeting
09/10-9	Item 9: Documents for Information and Ratification			
	Item 9.1: Link/Lead Governors	The list of Link/Lead governors was previously circulated – PBs encouraged the Lead governors to meet with staff and to email completed reports. RJs, LPP, AHs and EGN still have one report to file. It was agreed that the emphasis will now be on the staff to contact their Link governor to organise visits.	RJs, LPP, AHs, EGN All	asap asap
	Item 9.2 Contact Details	A copy of the contact details was previously circulated. JAt to update any with any amendments and circulate.	JAt	asap
	Item 9.3: Policies	A list of policies was previously circulated – for information. Policies need to be reviewed at Committee Meetings	Committee Chairs	At 1 st Committee Meeting
	Item 9.4: Terms of Reference	The Governing Body Terms of Reference were previously circulated and accepted for the coming year. Copy filed with minutes. Chairs of Committees were reminded to add the individual Committee ToR as an agenda item for the first meetings.	Committee Chairs	By 1 st Committee Meeting
	Item 9.5 Delegated Powers	The Governing Body Delegated Powers were previously circulated and accepted for the coming year. Copy filed with minutes.		
	Item 9.6: Membership of Committees	The membership of individual committees was finalised for the year. JAt to email final version. Copy filed with minutes	JAt	asap
09/10-10	Item 10: Reports/ Meetings/Training.	EGN has been appointed as Training Officer and will undertake to promote training and courses.		
09/10-11	Item 11: AOB	None.		
09/10-12	Item 12: Meeting Planner	The meeting planner was completed. The date of the next FGB meeting was agreed to be 9 th December 2009.		

Next Meetings – all 6:00-8:00pm unless otherwise stated:

Curriculum, Learning and Teaching Committee	14.10.09	
Students and Personnel Committee	04.11.09	
Premises, Health and Safety Committee	11.11.09	4:30- 5:45pm
Finance Committee	11.11.09	
Chairs	18.11.09	
Full Governing Body	09.12.09	

Future Presentations:

Curriculum, Learning and Teaching Committee	14.10.09	SEN
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Future Agenda Items:

Headteacher's Performance Review
Tour of Premises

These minutes have been agreed as an accurate account of the meeting of
the Full Governing Body of the Grange School and Sports College

Signed Date.....